

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, September 10, 2013

Attendants:

BOARD-

Pam Merkadeau (PM)
Johanna Anton (JA)
Hal Carroll (HC)

Absent: Jim Sell (JS)

Absent: Michelle McNeil (MM)

STAFF-

Brigitte Shearer (BS)
Rebecca Hitchcock (RH)
Mike Koenig (MK)
Bryce Zuzack (BZ)

CALL TO ORDER

The meeting was called to order at 7:09 pm by Board Member PM

REVIEW AND APPROVAL OF THE MINUTES

The minutes of the August 13, 2013 Regular Board Meeting were not reviewed due to lack of eligible quorum.

INTRODUCTION OF GUESTS

Liesje Nicholas (LN)

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

Guest LN advised the HRD of the ongoing street sweeping issues and the HCA's concerns regarding the future expansion of the currently-proposed sweeping plan.

MANAGER'S REPORT

A. Programming –

- a. Seasonal Programs. The community concert was received very positively by the community. Estimated attendance was 150-175. Seasonal programs are starting slowly, but should be on track by October. The facility rental program is busy through November with many birthday parties and gatherings. Rec Soccer will begin at Highlands School in 2 weeks. The MPR divider is being designed.

- b. ASP – The school year has started well. Enrollment has been better managed this year. There is a waitlist of 35 families. Some 5th graders are being accommodated at the In Crowd. Logistics and staffing are being adjusted accordingly.
 - c. EEC – The new school year has begun. Open spaces in the Tiger (Pre-K) classroom are more challenging to fill, but efforts are underway. Deb Cogswell is working on a mural above the EEC playground. The Toucans program (half day care) now has 5 students.
 - d. Pool – The fall schedule has begun. The number of classes has been reduced and swim team waitlists are very full. Due to the reduction, revenue is down by \$2,000 from last year. The new circulation pump is in place. CERT classes are starting in October. CERT may consider a different weeknight for future classes
- B. Facilities & Grounds – The admin offices have been rewired to ensure better network connections. The Rec will increase its janitorial services during summer months. The LEED certificate is still pending due to a few issues. Bill Gutsell is working on this.
- C. Administration - The District Lines revision issue should be watched closely. The website will be revealed shortly. The Staff will be attending conferences this fall. Healthcare reform is complex and will require oversight as it evolves. Clarification has been requested from the County on the use permit status. Fall season traffic counts will commence next week.

COMMITTEE REPORTS

- a. Finance Committee –none
- b. Personnel Committee – none
- c. Ad-Hoc Building Committee – JS met with BSS, MG re: long term building plans

FINANCIAL REPORT

The Rec. is 2 month into its fiscal year, or 17% into its budget year. The Board reviewed the financial report. Once audited, the Board will amend the budget to reflect the updated fund balance. The 2nd bond principal payment has been made.

UNFINISHED BUSINESS

- A. Pool guard office design – BSS discussed two proposals to provide schematics. It was concluded that an ADA transition plan must first be completed. Then schematics can evolve in keeping with the transition plan.

NEW BUSINESS

- A. Granada Sanitary District letter of support – Board Member HC made a motion to support GSD's proposal to expand its offerings to include park services. (JA second). The motion passed unanimously. (MM, JS absent)
- B. UPCOMING MEETINGS: October 8, November 12, December 10

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member JA made a motion to pay the bills (HC second) and the motion passed unanimously. (MM, JS absent)

ADJOURNMENT

Board Member JA made a motion to adjourn the meeting and the motion was passed unanimously. (MM, JS absent) The meeting was adjourned at 8:16 pm.

Respectfully submitted,

Brigitte Shearer
Board Secretary